Instructional Coaching Log

Instructional Coaches should record their daily work using this form.

Today’s Date

Teacher or Team

Primary Coaching Role

* Instructional Specialist
* Learning Facilitator
* Data Coach
* Other

Specific Roles/Tasks

* Co-planning
* Modeling/Co-teaching
* Classroom Observation
* Problem Solving
* Resource Development
* Data Analysis
* Small-group Participation/Facilitation
* Training

Time

* Before School
* Personal Plan Time
* Team Plan Time—PLC
* Class Time
* Lunch
* After School
* Non-Academic Calendar Day

Time Spent

* Less than 15 minutes
* 15-30 min
* 30-45 min
* 45-60 min
* more than 60 min

Work Focus/Topic